TO HEADS OF ALL DEPARTMENTS

VACANCIES: PORT SHEPSTONE HOSPITAL

The contents of this circular minute must be brought to the attention of all eligible officers and employees on your establishment without delay. Also notify all candidates that qualify for the posts in this circular minute even if they are absent from their normal work place.

DIRECTION TO CANDIDATES:-

1. The following documents must be submitted:-
   (a) Application for Employment form (Z83), which is obtainable at any government department or from the website – www.kznhealth.gov.za
   (b) Certified copies of identity document, highest educational qualification and professional registration documents – not copies of certified copies
   (c) Curriculum Vitae

2. The reference number must be indicated in the column provided on the form (Z83) e.g. reference number PSH 4 / 2004 (NB: ONLY IF PROVIDED)

NB. Failure to comply with the above instruction will disqualify applicants.

3. People with disabilities should feel free to apply for the posts.

4. Please note that due to the large number of applications received, applications will not be acknowledged. However should you not receive any response after four weeks from the closing date of this advert, consider your application as being unsuccessful.

5. Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications.

Port Shepstone Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution.

Closing date for applications – 16th JULY 2020

ORIGIN SIGNED BY CEO
Chief Executive Officer
PORT SHEPSTONE HOSPITAL
POST: MEDICAL OFFICER – SURGERY GRADE 1, 2 & 3
CENTRE: PORT SHEPSTONE HOSPITAL
NO. OF POSTS: 01
REFERENCE NO.: PSH 22/20

SALARY AND EXPERIENCE REQUIREMENTS

- Medical Officer GR1: R 821 205-00 package p.a. PLUS 22% rural allowance and commuted overtime: Nil experience
- Medical Officer GR2: R 938 964-00 package p.a. PLUS 22% rural allowance and commuted overtime: 5 years appropriate experience after registration with HPCSA as MBChB
- Medical Officer GR3: R 1 089 693-00 package p.a. PLUS 22% rural allowance and commuted overtime: 10 years appropriate experience after registration with HPCSA as MBChB
- Attach proof of working experience endorsed by Human Resource Department/Employer
- N.B.: (Proof of experience and/or certificates of service are compulsory and must have complete dates and months, and must be attached to determine experience and grading).

MINIMUM REQUIREMENTS FOR THIS POST:

- An appropriate qualification that allow registration with HPCSA as a Medical Practitioner
- Current registration with the HPCSA as a Medical Practitioner
- Current registration card with HPCSA for 2020/2021

KNOWLEDGE, SKILLS AND EXPERIENCE REQUIRED:

- Extensive medical, surgical knowledge and sound clinical skills
- Knowledge of health care system and medical ethics
- Knowledge of relevant acts, policies and regulations of the department of health
- Good team building and problem solver. Excellent human, communication and leadership skills
- Awareness of cross-cultural differences. Concern for excellence.

KEY PERFORMANCE AREAS:

- Provision of quality patient centred care for all patients
- Examine, investigate, diagnose and oversee the treatment of patients
- Provision of after-hours services to care for emergency cases
- Training of undergraduate and post graduate medical students
- Attend to administrative matters as pertains to the unit
- Provide outreach to surrounding District Hospitals which refer to Port Shepstone Hospital
- Examination, investigation and treatment of patients in the clinics and wards as lay down by the Head of Department.
- Participation in activities within the discipline including Case presentations, Ward round presentations, Journal club and other departmental meetings
- Provide surgical care to patients with surgical conditions, including trauma.
- Provide surgical services to the Trauma/Casualty unit and elective surgical services.
- Be responsible for basic operations, especially for general surgery emergencies and trauma.
- To supervise and teach new doctors in the treatment of general surgical conditions, including trauma.
- Conduct out-patient clinics in the hospital.
- Conduct patient management in the wards including both High Care (Resus unit) and Intensive Care Unit and ensuring set standards are maintained
- Doctors have to be available after hours to provide relevant emergency cover as required,
- Clerk all admissions and compile discharge summaries.
- Be responsible for all letters and assist patients with SASSA forms and medico-legal issues and forms.
- Conduct research in the field of general surgery and trauma.
- The incumbent will also be responsible for teaching of medical, paramedical and nursing staff.

INSTRUCTIONS TO APPLICANTS

Application form (Z83) and C.V. with certified copies of ID, educational qualifications, to be submitted for the attention of:
Mr. ZM Zulu, Human Resource Manager, Port Shepstone Regional Hospital, P/Bag X 5706, PORT SHEPSTONE, 4240

Closing Date: 16th JULY 2020 at 16h00

Enquiries: Dr. N. NAIDOO 0844247410 or 039 688 6000 ext. 6267 or Dr. M. PANAJATOVIC 039 688 6147

“This Department is an equal opportunity, affirmative action employer, whose aim is to promote representation in all levels of all occupational classes of the Department”

N.B.: IF YOU HAVE NOT BEEN CONTACTED WITHIN TWO (2) WEEKS HEREOF, PLEASE CONSIDER YOUR APPLICATION AS NOT BEING ACCEPTED.

No copies of certified copies will be accepted and must not be more than 6 months certified
Due to financial constraints, S&T claims will not be paid to candidates who attended interviews.
The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications